

INSTRUCTIONS FOR FLASH + POSTER PRESENTATIONS

INSTRUCTIONS FOR FLASH PRESENTATIONS

Oral presentations time slots:

- Please, check the program overview to identify the day of your presentation.
<https://www.eurocarb2023.com/eurocarb-program-abstracts/program-overview/>
 - You are requested to report to the chair.wo.man in the lecture room 5-10 minutes prior to the start of your session.
 - Speakers are requested not to exceed the allocated time: 5 min, no question, for Flash Presentations. Discussion will be held during the poster period that will follow the session.
- Nb.:* the time schedule will be strictly followed due to the nature of the symposium program, which includes 4 parallel sessions running at the same time.

Presentations preparation and upload:

- Prepare your slides in landscape orientation. Standard video projection format ratio in 16:9 to maximize the image surface on the screens.
- Only pptx or pdf files will be accepted. If the presentation includes audio (sound or voice), animation or short movie file(s), speakers are advised to upload all files in a single zipped folder and check the links in the preview room (see below).
- Use of your own computer is not possible.
- Speakers are requested to **upload their presentation files at least 24h before the start of their presentation's session** using the appropriate webform:

<https://www.eurocarb2023.com/flash-presentation-delivery/>

AV equipment at Maison de la Chimie

- PC computers are equipped with pack office 365 (Microsoft Word, Excel, PowerPoint), Acrobat reader and VLC

Preview room (salle 103)

A Preview Room will be available onsite to check your uploaded files, if needed, before it is handed to the technicians of the projection rooms. Please visit it **at least half a day** prior to your presentation. The conference organizers decline all responsibility for presentations that will not be checked in due course.

Opening times

- Sunday, July 9th: 14:00 - 15:30
- Monday, July 10th: 8:00 - 9:00, 10:40 - 11:10, 12:30 - 14:00, 15:30 - 17h30
- Tuesday, July 11th: 8:00 - 9:00, 10:30 - 11:00, 12:30 - 14:00, 15:30 - 17h30
- Wednesday, July 12th: 8:00 - 9:00, 10:30 - 11:00, 12:30 - 14:00
- Thursday, July 13th: 8:00 - 9:00, 10:30 - 11:00

INSTRUCTIONS FOR POSTER PRESENTATIONS

Poster format:

- The recommended size of the posters is DIN A0: 841 mm (wide) x 1189 mm (high).
- The presentation number assigned to your poster should not be placed on your poster. The poster boards will be numbered for you.

Poster session:

Presenting authors are expected to be in front of their posters during the poster session time. Please, check the program overview to identify the number attributed to your presentation (FLX):

<https://www.eurocarb2023.com/eurocarb-program-abstracts/program-overview/>

Setting-up and taking down times:

- Posters linked to Flash Presentation will be displayed in "Salle 8"
- Poster presenting authors are responsible for setting-up and taking down their poster. Self-adhesive pads for posting will be offered by the organizer.
- All posters can be fixed on the corresponding board from Sunday 9th from 14h30 and at the latest one hour before the start of the Poster Session. They have to be removed on Tuesday
- **Poster sessions 1: FL1 to FL36**
- **Poster sessions 1: FL37 to FL74**
- Posters must be removed on Tuesday 11th before 18h00. Posters which haven't been removed before the due time will be detached and dumped. The conference organizers decline all responsibility for non-recovered posters.

We look forward to meeting you in Paris! Please do not hesitate to contact the Symposium contact (contact@eurocarb2021.com), if you have any questions.

The Organizing Committee